

# Appendix 10 | 30 Year Asset Management Plan (2016-2046)

## Executive Summary

Cassiltoun Housing Association’s long term business planning is critical if the Association is to ensure that its key asset “Property” has:

- A robust 5 year planning framework in place which has the financial capacity to deliver the plan.
- That the Governing Body has taken steps to review the planning model and has taken independent advice to support the Association’s long term planning.
- That the Senior Staff at Cassiltoun Housing Association understand the plan and have procedures in place to implement, review and update the Asset Management Plan.
- The Association’s tenants are aware of the Asset Management Plan through an effective communication strategy. Newsletters and website will be used to communicate the plan.
- The full Asset Management Plan is available in the download section of our website.

## Introduction

Cassiltoun Housing Association completed a Stock Condition Survey in 2016 to carry out a full property survey to identify any weaknesses in the Association’s Scottish Housing Quality Standard planning and to carry out a complete review of the 30 Year Major Repair (Asset Management) requirements for the Association’s 1,000 properties.

The Association’s 30 year financial business plan has also been reviewed to ensure that the Association will have the financial capacity over 30 years to fulfil its commitments and obligations to deliver the Asset Management Plan.

Cassiltoun Housing Association is fully compliant with the SHQS.

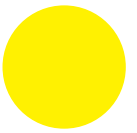
The Association’s business plan demonstrates thorough prudent financial planning and careful risk assessment that it has the capacity to deliver the Asset Management Plan.

The Association is planning to spend £57m over 30 years on major repair items. The full detail is highlighted within the plan.

## The 30 Year Asset Management Plan

The Association’s plan details:

- What major items will be replaced
- When major items will be replaced
- Where major items will be replaced



The Association intends to deliver its Asset Management Plan with efficiency by achieving maximum value for money. This will be achieved through careful:

- Planning, including rolling programmes of work.
- Establishing excellent working relationships with contractors and only retaining those contractors and consultants who exceed our expectations.
- We believe that efficiency savings will be achieved through long term rolling programmes of work which will also offer contractors long term certainty.
- We also want to include community benefit clauses particularly linked to employment, training and apprenticeships. This will be better achieved via long term partnership.

## Procurement and Selection

The Association will strive to achieve the best price and quality by following our procurement policy. All contracts will be based on a price quality of 70/30.

The Association will work with specialist consultants to help achieve the output in paragraph 3.1. The Board and senior staff shall take advice from the procurement consultants.

Selection of contractors will be completed after the PQQ process. All contractors interviewed will be expected to ensure that the community benefit clauses are utilised to the maximum for the benefit of the local community.

The Director of Finance will carry out a full credit evaluation of the contractors prior to contracts being awarded.

In terms of best practice in governance arrangements, two Board members will be present during the contractor selection process.

## Quality Assurance and Tenant Satisfaction (SDM IT System)

At the appointment stage, the Association's Quantity Surveyor Consultant and senior staff will attend pre start meeting and site meetings to help ensure that contractors are fully aware of the standard of workmanship and service expected of them.

Tenants should rightly expect high standards of workmanship and strong communication; therefore each contract will be fully tested by seeking tenants' views via contract satisfaction surveys.

Release clauses will be included in contracts to allow the Association to terminate should the contractor fail to comply with performance, quality, price and tenant satisfaction.

The Association has recently invested in new information technology modules to manage the Asset Management Plans of the Association on a main frame computer system. The system will be updated frequently and all staff will have access to monitor the planned maintenance programme.